

TOWN OF WESTFORD

## October 19, 2009 Special Town Meeting Timeline

Event	DATE
Warrant opens	Tue., July 28
Place holder articles due to Town Manager's office	Fri., July 31, 3:00pm
File documentation for zoning and scenic Rd bylaw amendments with Planning Department	Fri., August 14, 3:00pm
Board-, committee-, and dept-sponsored warrant article submission deadline **new date**	Thu., August 20, 3:00pm
Selectmen review warrant articles	Tue., August 25
Petition article submission deadline	Fri., Sept 4, 12:00pm
<ul style="list-style-type: none"> <li>Warrant closes</li> <li>Selectmen review and sign warrant, review draft motions, hold public hearing for street layout plans, and review motions</li> <li>Planning Board opens public hearings on zoning and scenic roads articles</li> </ul>	Wed., Sept 9, 7:30pm
Motion meeting	Tue., September 15
Selectmen take positions on warrant articles; finalize motions, and approve final wording of the post card mailing of warrant summary	Tue., September 22
<ul style="list-style-type: none"> <li>Town meeting-related reports &amp; records are available online and at Town Clerk's office</li> <li>Final motions are posted on Town's website</li> <li>Warrant posting deadline</li> <li>Warrant notification is mailed to residents</li> </ul>	Fri., October 2
Planning Board closes public hearings on zoning and scenic roads articles	Mon., October 5
<ul style="list-style-type: none"> <li>Approved street layout plan is filed with Town Clerk</li> <li>Voter registration deadline, 8:00pm</li> <li>Powerpoint presentations to IT department</li> </ul>	Fri., October 9
<ul style="list-style-type: none"> <li>Planning Board reports to Selectmen on zoning and scenic roads articles</li> <li>Selectmen &amp; Finance Committee finalize positions on Warrant articles</li> </ul>	Tue., October 13
Special Town Meeting	Mon., Oct 19, 7:30pm
Adjourned session, if needed	Tue., Oct 20
Adjourned session, if needed	Wed., Oct 21